



CITY OF ST. LOUIS TEMPORARY OUTDOOR SEATING EXPANSION GENERAL INFORMATION, RULES & GUIDELINES

General Information

The City of St. Louis has worked to create a streamlined process that will allow restaurants and bars to temporarily expand or introduce outdoor seating while taking prudent precautions to reduce the exposure to, and slow the spread of, COVID-19 among both staff and guests while increasing customer table seating capacity within the restaurant operating protocols.

We are encouraging establishment owners to explore three types of seating expansions.

1.The Use of Private Property **2.**The Use of Adjacent Sidewalks **3.**The use of Public Streets (see page 2 application for details)

There are NO FEES for the 2020 Temporary Outdoor Seating Expansion permit, and permits will be processed/issued in a week or less time.

Rules & Guidelines

- All [Phase I General Guidance for Business](#) and the [Phase I - Exhibit F](#) Restaurant Operating Protocols must be followed and enforced.
- Ensure your establishment is accessible to everyone and in compliance with the Americans with Disabilities Act.
- All food and beverage preparation must take place inside of the existing facilities. No outside bars or food preparation stations allowed.
- Temporary Outdoor Seating Expansions shall close no later than 10 p.m. and may not open again until 9 a.m. the next day.
- The 2020 Temporary Outdoor Seating Expansion permit, once issued as a permit by the Board of Public Service, is subject to cancellation or revocation at will. As and upon such revocation, the seating expansion is to be removed at the applicant's expense.
- The final, issued permit should be **displayed and visible from the outside of the establishment** for easy verification at all times.
- Must maintain a minimum of 4' unobstructed walkway for pedestrian traffic. Encroachments shall be restricted to the sidewalk area immediately adjacent to the abutting private property.
- Usage of an existing parking lot cannot exceed $\frac{1}{3}$ of the available parking spaces.
- Sidewalks are to be free of all defects and trip hazards.
- The usage of public streets will require a proposal from two or more restaurants, neighborhood organizations, or some other form of a restaurant group.
- Public street expansions, if approved, are valid for four (4) weeks with the option to extend while private property and sidewalk expansions expire December 31st, 2021.

Please complete the application on page 2 in order to begin your permitting process.

The Office of Special Events is here to assist with any questions and our office hours are 8 am to 5 pm, M-F. Please call **314-589-6640** or email howsert@stlouis-mo.gov for assistance.



CITY OF ST. LOUIS TEMPORARY OUTDOOR SEATING EXPANSION APPLICATION

This form should be completed by the restaurant owner applying for the use of PUBLIC OR PRIVATE PROPERTY to accommodate outdoor seating.

All seating arrangements must adhere to the [Phase I General Guidance for Business](#) and [Phase I - Exhibit F Restaurant Operating Protocols](#).

Establishment Name: _____

Property Address: _____

Contact Name: _____

Phone Number: _____

Email: _____

Seating Location (Public or Private Property:) _____

Will Alcoholic Beverages be Sold: _____

Hours of operation: _____

ATTACHMENTS - Please provide the following attachments for your application to be processed:

1. **DETAILED SITE MAP:** provide a drawing showing the location and arrangement of your outdoor seating
2. **ADA PLAN:** include your plan to ensure your establishment is accessible to everyone, and in compliance with the Americans with Disabilities Act
3. **CERTIFICATE OF INSURANCE:** for expansion on public property you will need a certificate of insurance listing the City of St. Louis as additionally insured
4. **LETTER OF APPROVAL FROM ALDERPERSON & BUSINESS ASSOCIATION (IF APPLICABLE)**
5. **PROPERTY OWNER PERMISSION LETTER:** if seating is on private property
6. **IF PLANNING TO UTILIZE A PUBLIC STREET FOR SEATING:**
 - A group proposal from two or more restaurants or a neighborhood org
 - A detailed plan for the street closure/open process & traffic management
 - Street Closure/usage map
 - Neighborhood Communication Plan

Completed applications should be emailed to: howsert@stlouis-mo.gov

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